



Minutes - APPROVED

Public Records Board

January 18, 2022; 1:00pm
Virtual Meeting via Teams

Board Members Present: Paul Ferguson, James Friedman, Staci Hoffman, Julie Landrie, Abbie Norderhaug, and Erin Scharlau

Board Members Excused: Melissa Schmidt

- 1) Call to Order:** 1:00 PM. Board Chair, Paul Ferguson, called the meeting to order.
- 2) Administrative General Records Schedule (GRS):** Board Chair, Paul Ferguson reviewed the history of the Administrative GRS and current extension. The original sunset date was in August 2021, the current extended sunset date is in February 2022 which is prior to the first quarter Board meeting.

Paul Ferguson moved, seconded by Staci Hoffman, that the Board extend the Administrative GRS sunset a second time. The motion was approved.

Member	Aye	No	Abstain
James Friedman	X		
Staci Hoffman	X		
Julie Landrie	X		
Abbie Norderhaug	X		
Erin Scharlau	X		
Paul Ferguson	X		

- 3) Adjourn:** Paul Ferguson moved, seconded by James Friedman, that the meeting be adjourned. The motion was approved. Meeting adjourned at 1:06 PM.

Member	Aye	No	Abstain
James Friedman	X		
Staci Hoffman	X		
Julie Landrie	X		
Abbie Norderhaug	X		
Erin Scharlau	X		
Paul Ferguson	X		

Next scheduled meeting: March 21, 2022.